

Management System: Safeguards & Security**Subject Area: Program Management and Support****Program Description: Security Condition
Response Actions****Issue Date:** 6/5/14**Revision Number:** 0**Management System Owner:** T.J. Jackson**Subject Matter Expert:** Pat Vent

1.0 Purpose/Introduction

Department-wide and local Security Condition (SECON) levels are established in response to various conditions that may affect the safety and security of DOE interests. These conditions may include terrorist events, weather conditions, and accidents involving chemical releases, fires, explosions, etc. The SECON Response Program Description identifies specific actions or measures which can be implemented when there is an announced change in the Department's or local SECON levels.

2.0 Policies

This Program Description is applicable to the EMCBC leased facilities in Cincinnati and Springdale, OH and Lakewood, CO.

3.0 Roles and Responsibilities

Role Holder	Responsibilities
EMCBC Director	As needed, and with the concurrence of the Under Secretary, establishes more stringent local SECON levels than those imposed by DOE Headquarters.
Assistant Director, Office of Technical Services and Asset Management	Communicates notices regarding changes to SECON levels and response actions to EMCBC personnel. Provides personnel with updated information regarding SECON related activities and required employee actions.
EMCBC Security Staff	To the greatest extent possible, implement specific activities identified in the Security

	Condition Levels Response Matrix.
EMCBC Emergency Management Specialist	Ensure that emergency evacuation plans are readily available to persons with responsibilities for implementation of SECON Response Action Program. Facilitates discussions and decisions regarding initiation and execution of Continuity of Operations (COOP) plans.

4.0 Approach

The DOE identifies five SECON levels. They are:

SECON 5, Low Condition. This condition suggests a low risk of terrorist activity, environmental, and/or severe weather conditions. The routine security posture is the appropriate response to this SECON level.

SECON 4, Guarded Condition. At this level there is a general, non-specific threat of a possible event, the nature and extent of which are unpredictable. Measures implemented in response to this level must be capable of being maintained indefinitely.

SECON 3, Elevated Condition. This level is declared when there is a significant risk of terrorist activity, environmental, and/or severe weather conditions. At this level a more significant and predictable threat against DOE exists. Measures adopted in response to a SECON 3 condition must be capable of being maintained for extended periods without impeding operations or hurting relations with the local community.

SECON 2, High Condition. Declaration of SECON 2 suggests there is a high risk of terrorist activity, environmental, and/or severe weather conditions. This condition may be prompted by an incident or credible intelligence that some form of action against DOE interests is imminent. Measures implemented in response to this level will likely cause hardship by affecting the routine activities of the facility and its personnel.

SECON 1, Severe Condition. A SECON 1 level suggests a severe risk of terrorist activity, environmental, and/or severe weather conditions. By the time this level is declared an incident or terrorist attack may have already occurred at a specific location. Consequently, the response may be localized, with responses elsewhere being implemented at a less stringent response level.

Within the physical, personal and administrative constraints due to its location within a commercial, multi- floored, and multi-tenant office building, the EMCBC will increase or decrease security measures in response to communicated changes in the DOE's SECON levels. The Department's SECON level is established by DOE Headquarters. However, local exigencies allow the EMCBC Director, with the concurrence of the DOE Undersecretary, to declare a higher SECON level. An elevated local SECON level would likely only be pertinent to the EMCBC's facilities in Cincinnati and Springdale, OH, but if a specific threat was made against

the EMCBC, the local declaration could be pertinent to other EMCBC facilities, such as Building 55, Lakewood, CO.

A Security Condition Levels Response Matrix has been developed to identify specific actions to be taken or at least considered in response to the SECON levels. Because it identifies specific proposed protective measures, the Matrix contains Official Use Only information and will not be posted in the EMCBC Management System. EMCBC security personnel will provide the Matrix on a need-to-know basis.

5.0 Requirements

This Program Description addresses requirements contained in DOE O 470.4B, Safeguards and Security Program and in Homeland Security Presidential Directive (HSPD) -3, Homeland Security Advisory System.

6.0 Supporting Management Systems, Subject Areas, and Procedures

EMCBC Management System Description: Safeguards & Security

Subject Area: Program Management and Support

EMCBC Chiquita Center Facility Security Plan

7.0 Exhibits

Security Condition Levels Response Matrix (This exhibit is an Official Use Only document, and therefore is only available on a need-to-know basis.)

8.0 Definitions

Term	Definition
Security Condition (SECON) Level	See Definition List

EMCBC RECORD OF REVISION

DOCUMENT TITLE: **Security Condition Response Actions**

If there are changes to the controlled document before the two-year review cycle, the revision number stays the same; one of the following will indicate the change:

I Placing a vertical black line in the left margin adjacent to sentence or paragraph that was revised; or

I Placing the words GENERAL REVISION at the beginning of the text. This statement is used when entire sections of the document are revised.

If changes and updates occur at the two-year review cycle, the revision number increases by one.

Rev. No.	Description of Changes	Revision on Pages	Date
0	Initial Document	All	6/5/14